

**Request for Applications
National School Lunch Program
Fiscal Year 2014 Agriculture Appropriations Act**

A prime opportunity for schools to obtain or replace equipment is provided by the Fiscal Year (FY) 2014 Agriculture Appropriations Act. If you are in need of funding to purchase equipment to serve healthier meals that meet the updated meal patterns, with emphasis on more fruits and vegetables in school meals, improve food safety, and expand access. Priority must be given to schools with 50% or more eligible free/reduced price meals. In addition, SAs must give priority to schools that did not receive a previous NSLP Equipment Assistance Grant award under the American Recovery and Reinvestment Act of 2009 and the FY 2010 and FY 2013 Agriculture Appropriations Acts.

Eligibility Requirements

\$85,265 is available in South Dakota.

- Grants will be awarded on a competitive basis
- SFAs must participate in the National School Lunch Program (NSLP).
- Any participating SFA may apply but we must give priority to **sites** with 50% or more eligible free/reduced price meals based on October 2013 data.
- Only one application per SFA will be accepted. If equipment is being requested at multiple sites, the SFA must fill out pages 4 & 5 for *each* site.
- SFAs should be prepared to obligate their grant funds by March 31, 2015, if there are concerns with this time frame please contact the CANS office.
- SFAs will be required to follow all Federal competitive procurement requirements, and State and Local procurement laws when they are more restrictive than Federal requirements when purchasing equipment under these grants. It is recommended that you check with your business manager or your local school board for local procedures.
- The minimum amount of the grant must be \$5,000 (or such lesser amount as the SFA uses when reporting equipment as assets in its financial statements). Multiple pieces of equipment may be requested in a grant, but each piece must meet the \$5,000 or capitalization threshold. You cannot add several small pieces together to reach that requirement. If your SFAs equipment capitalization threshold is under \$5,000, the SFA must provide a copy of its capitalization policy. Please consult with your business official.
- Obligations made *prior* to grant award will not be considered for payment.

Focus Areas

Grants will be awarded in a competitive process to SFAs, priority will be given to high need schools where 50 percent or more of the enrolled student are eligible for free or reduced price meals. Community Eligibility Provision Schools are eligible to apply.

- schools in underserved areas (rural areas or communities)
- schools with limited access to other resources
- age of food service equipment

In addition, SFAs must give priority to schools that did not receive a previous NSLP Equipment Assistance Grant award under the American Recovery and Reinvestment Act of 2009 and the FY 2010 and FY 2013 Agriculture Appropriations Acts.

Equipment purchases must fall into at least one of the four focus areas listed below.
Focus areas include:

1. Opportunities to realize a meaningful impact on nutrition and quality of meals (e.g., replacing fryers with combination steamer-ovens)
2. Strategies for adopting Smarter Lunchrooms (highlight healthier choices, redesigned menus, provide more convenience and appeal to student)
3. Availability of existing State and local funding for equipment purchases
4. Age of food service equipment

Additional focus areas may include:

- Equipment that improves the safety of food service in the school meal program
- Equipment that improves overall energy efficiency of school food service operation
- Equipment used to improve or expand participation in NSLP or SBP

Selection Criterion

Applications will be scored based on the following criterion

- Equipment request meets at least one of the four focus areas.
- The application clearly and concisely explains why the SFA needs the equipment and why the equipment is appropriate for the site.
- The application reflects consideration for all costs associated with purchase and installation, and provides a timeline for the funds to be expended within three months.
 - Acquisition Cost including:
 - Cost to put in place
 - Net invoice price of equipment including:
 - Cost of any modification, attachments, accessories, or auxiliary apparatus necessary to make it usable for the purpose for which it is acquired.
 - Ancillary Charges including:
 - Such as taxes, duty, protective in transit insurance, freight, and installation may be included in, or excluded from the acquisition cost in accordance with the governmental unit's regular accounting practices.
- The application reflects the effort to get the best possible value for the money including equipment selection criteria, competitive bid research process, and bid reliability.
 - Rebates must be reported in documentation and will be subtracted from grant award monies.

- The application clearly identifies how the equipment will contribute to the enhancement of the quality of meal service and/or foodservice.
- Significant weight will be given to schools with 50% or more free/reduced price eligibility.

Timeline

- The equipment assistance grant application will be posted to the website by October 15, 2014.
- Applications are due December 1, 2014.
- Grants to qualifying SFAs will be announced no later than December 18, 2014.
- Grant funds should be obligated by March 31, 2015, if there are concerns with this time frame please contact the CANS office.
- Any funds not used must be returned to the State Agency prior to June 30, 2015
- Grant recipients should to fully expend their NSLP equipment assistance grants by June 30, 2016.

Access the Application

The grant application is on the CANS website <http://doe.sd.gov/cans/nslp.aspx> in the documents area. Contact the office at 605-773-3413 if you cannot access it and we will mail, fax, or email it to you directly. The South Dakota Department of Education reserves the right to negotiate and/or select specific items for approval within the proposal.

How to Submit a Grant Application

Applications will be accepted by mail or by email.

Mail to:

Fiscal Year 2014 Agriculture Appropriations Act
Attn: Jane Cronin
Child and Adult Nutrition Services – DOE
800 Governors Drive
Pierre, SD 57501-2294

Email to:

Jane.Cronin@state.sd.us Subject: Fiscal Year 2014 Agriculture Appropriations Act

Applications for the Fiscal Year 2014 Agriculture Appropriations Act must be postmarked or time stamped by midnight central time December 1, 2014. Applications postmarked or time stamped after this date will not be accepted. **Faxed submissions will not be accepted.**

Contact Information

Please feel free to contact Jane Cronin at 605-773-4718 or Jane.Cronin@state.sd.us or Sandra Kangas at 605-773-4746 or Sandra.kangas@state.sd.us if you have questions.